



PALISADES

CHARTER HIGH SCHOOL

Board of Trustees Meeting Operations Report February 12, 2018

Security/Safety:

- PCHS fundraising campaign for Safety & Security is needed for 2018-19 and beyond to build up the necessary funds to implement the #1 Safety Priority as determined via a multiple Stakeholder & 3rd-Party expert process – Fencing.
- Unfunded and Currently Not Being Pursued, but Desired:
 - Fence Breach Detection/Alerting System
 - Contracting with a locally patrolling security company for on-call emergency support
 - Additional Security Cameras
 - Additional Emergency Exit Gates
 - Intrusion Detection System
- Additional safety/security measures to increase campus safety have been compiled and prioritized by National Education on Safety & Security Institute (NESSI) and PCHS personnel working together.
- The next two scheduled Safety Drills are the 2/28 Safe Kids HERO Recap, and then the 3/5 Active Intruder drill. Preparations are underway.
- Our Board approved social media alerting vendor Social Sentinel's (www.SocialSentinel.com) system has been setup and initially configured (Thank You PTSA for the Year 1 funding!). PCHS is considering adding email to be processed/reviewed by the system as well.
- PCHS is being more diligent on ensuring adults are visibly wearing their PCHS IDs/Badges during school days/hours.
- PCHS Safety 1 Category Update:
 - **Fix/Improve General Public Address System:** Classroom PA speakers added, fixed or replaced. Additional work done on the main system is waiting for LAUSD.
 - **Emergency Exit Push-Bar Gates:** The one budget-approved Emergency Exit Push-Bar Gate has been installed at Pali Academy and is functioning as needed. Additional Emergency Exit Gates will require additional funding.



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Permits & Setups:

- Permit Revenue for Jan 2019 was ~\$46,300:
 - ~\$32,800 from Facility Rentals
 - ~\$1,400 from Banner Rentals
 - ~\$10,000 from Filming
 - \$2,100 from Misc. Events
- Jan 2019 Revenue very healthy, especially considering the Baseball Field and Large Gym were out of commission for some time in January for annual maintenance (Baseball field for 3 weeks), and the first week of January is usually pretty slow.
- Permit Revenue for Feb 2019 will be available at the next board meeting
- Steady volume of filming request calls continue with 3 pending shoots in February – One of them potentially another Modern Family shoot, and another a HBO Series shoot
- Banner demand continues strong
- Winter sports/permits wrapping up and Spring sports/permits starting up
- Jan/Feb 2019 Already Occurred Set-Ups/Events:
 - PD Day – 1/7
 - BSU Rehearsals (1/8-1/30) and Performances 1/31 – 2/2
 - Activity Drill changed to Drop-Cover-Hold due to heavy rains on scheduled day – 1/15
 - Senior Panorama Picture – Rescheduled to Feb 7th due to heavy rains – Original 1/17
 - Board Meeting – 1/15
 - Fuerza Unida Parent Meeting – 1/19
 - PPWC Parking Event (rescheduled due to Woosley Fires) – 1/20
 - Coach Todd's Football Camp – 1/21
 - Blood Drive – 1/23
 - Advanced Drama Scene Night – 1/24
 - Counseling Office Symposium – 1/25
 - Girl Scout Cookie Distribution – 1/26
 - School Tours – 1/16 and 1/24
 - Wellness Clinic – 2/1
 - Junior Class College Presentations – 2/4, 2/5 & 2/8
 - Basketball Bash (and playoffs) – 2/8
- Feb 2019 Coming Soon Set-Ups/Events:
 - Freshman 4 Year Planning Starts (Mercer Hall Periods 1-6)—2/11-2/19
 - Budget and Finance Meeting – 2/11 and Board Meeting – 2/12
 - CIF Playoffs for Winter Sports – Various Dates
 - Filming on Stadium Track and Field (Pending but scheduled) – 2/16
 - PTSA Meeting— 2/21
 - Choral Theme Concert (Mercer) – 2/22 & 2/23, In-School Performance 2/25
 - Senior Opportunities Fair (Mercer) – 2/27
 - Teen Court – 2/27



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Transportation:

- All buses operating as usual. Timing of morning arrivals has been fairly consistent and timely even in the two major rain weeks we had.
- PCHS Transportation Department has continued to allocate available donation funds. A small reserve of donations are being allocated as needed to newly enrolled spring semester students, and others who have requested additional assistance. All scholarship funds were previously fully allocated.
- 2019-20 PCHS School Bus Program Registration and Financial Assistance Applications expected to open in March 1, 2019 and be open for 2+ weeks (closing March 17th) in correlation with PCHS Student Enrollment for 2019-20. Heads up notifications have been going out since Mid-January.
- Unless the Board agrees to subsidize all bus riders for the 2019-20 school year, bus costs for next year for students without a scholarship and without donations will go up at least \$10/student to \$225/mo./student. Additional price increases could still occur over and above that, but preliminary projections for school bus registration are at a \$2,250/year per student (\$225/mo./student) cost for bus riders in 2019-20.
- Effective 2/25/2019, 3 weeks earlier than previously reported, the Big Blue Bus (BBB) company have agreed to run a Pali Express public transportation bus from the Santa Monica 4th Street train station to Pali High with no in-between stops. The bus's route will be from the train station to PCH to Sunset and 1st Stop is at the corner of El Medio & Sunset at the top of our back staircase, 2nd Stop at Temescal & Sunset corner before continuing along Sunset. This should cut the transit time for PCHS students in half from the current "local" route that has 10+ stops before reaching PCHS. A BBB express bus from PCHS to the station will exist in the afternoon soon after our first dismissal as well. Details on the specific schedule coming soon from BBB.
- Late last semester, the Metro Bus organization agreed to add a second bus to pre-existing Metro Bus Route 206 just after Pali's first dismissal time so that more students could take the Metro 206 Bus route since the single bus at about that time was frequently full or near full. Details are on the Metro web pages in the Transportation section of PCHS's website



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Information Technology:

- IT Team Applauds Cody Wilcox - During a recent team meeting each team member took a moment to recognize Cody for going above and beyond for the last couple of weeks in his support of the campus and fellow team. Way to go Cody!
- The Team have been working on deployments, tickets, testing and AV setups, Study Center OS updates, and Chromebook inventory migration from our existing checkout system to Destiny.
- Gathering quotes to make a small Chromebook purchase with approved funds.
- The LACOE Internet Cutover scheduled for 1/18 was successful in that we migrated our internet connection to a new and higher capacity line. Unfortunately, there were some issues with our internal device cutovers. Due to the hard-stop time, we had to defer and reschedule the internal cutover portion to 2/8, which successfully happened.
- Submitted to Boosters a grant proposal to overhaul our main quad sound system. The proposal requests funding to update the components and related materials that drive the existing speakers, providing options for better management, control, and usage of the system. The goals are to have fully functioning for safety drill/event needs and increase student and school event utilization of the sound system while greatly reducing the human resources required for typical quad setups.
- Social Sentinel's social media alerting service started-up the first week in January. Additional refinements made in January. Additional refinements continue to be made as feedback/input received.
- The Microsoft Single Sign-On (SSO) integration between Infinite Campus and Active Directory went into effect at the start of this semester and was a very welcome upgrade. A few hiccups along the way may occur, but this is a giant step forward for PCHS and its users. Schoology has been working with us to resolve an issue with our SSO integration and their system. We are intending to go live with them via SSO immediately after the issue is identified and corrected.
- Copy Center Repairs – The two Duplo devices we own have reached practical end-of-life. Manufactured in 2003, the machines have lost the ability to print lengthwise along the first few inches of the left hand side of paper. Unfortunately, this is not a repairable problem and the machines will need to be replaced. We are hopeful that the issue does not progress further before the end of the year. As we approach the start of our budget planning cycle, we will be submitting different models from multiple vendors to replace or augment both the Duplo and Konica printing devices



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Information Technology (Continued):

- A new faculty device assignment model is being considered/analyzed – Utilizing a desktop computer in every classroom for teacher/substitute use, while also issuing a Chromebook to each teacher for the frequently asked for teacher mobility within the classroom and device availability outside the classroom for meetings and professional development. This model could also reduce cost as the two items together typically cost less than the average faculty laptop purchase.
- Continuing to work with Impero, our classroom device management tool, for a Spring Semester rollout. At this time, the software is working well with school owned devices but there are a few issues overall that still need to be ironed out. John Vieira is working with a small number of teachers to get feedback and create PD for teacher use when we are able to go live.
- The E-Rate infrastructure project – The company that was awarded the contract reached out to us and said that their eRate consultants said that we can proceed with our portion of the funding, allowing them to perform a percentage of the work until the Federal portion of the funding becomes available. We will be sending this information with our eRate consultants and if correct, work with the Administrative Team to determine the best course of action. Project highlights are:
 - Replace aged and failing core network infrastructure
 - Replace aged and/or failing classroom lab networks
 - Supplement wireless access points in classrooms with insufficient infrastructure
 - Grow physical network in insufficient, non-existent, or otherwise problematic areas
 - Provide for, repair, or replace the battery backup to each network IDF
 - Repair/Replace fiber runs that have stopped working
 - Run new fiber runs to new classroom labs and new IDF's
 - Add new Ethernet capacity where exhausted in lower A, B101, AA office, H, E, G, J, Mercer Hall, Cafeteria/Staff Cafeteria

Facilities/Projects:

1. Latest main heating line leak near G-Bldg. mechanical room now been repaired. Heat flowing to classrooms again.
2. LAUSD set to start bringing/storing materials in our Plant/Boiler Room for the long-term temporary heating system to be installed soon.
3. Annual LAFD Inspection occurred and we passed without any issues.
4. Repaired and addressed roof leaks stemming from last rain storm for rooms W120; U102 and U107
5. Identified and addressed new gutter leaking/clogging issues
6. Identified and addressed fallen trees from last rain storm
7. Sealing/Securing animal entry points in and around Mercer Hall



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Facilities/Projects (Continued):

8. We are finishing our review of smoke sensor locations for M-Bldg., Mercer and Cafeteria to update the Location Descriptions in the system to display a more intuitive location to ID in the event of a fire alarm. While reviewing sensors discovered and replaced a faulty heat detector in the Stadium Sports Shack.
9. Kitchen class washer/dryer leak has been addressed and now operational
10. LAUSD completed the short-term temporary HVAC "Bypass" into the main line to complete the Winter Break heating line project. Concrete to be poured and fencing removed "soon".
11. LAUSD conducted a school wide assessment of HVAC system infrastructure for preventative maintenance purposes and in selected problematic classrooms. Remediation of issues found started during Winter Break. Strike and rains delayed completion, but they are back working on those items now.
12. Rotated/Changed exterior hallway locker combinations as needed for new/incoming spring semester students.

Larger Scale Projects:

- **Security Fencing (Unfunded)** – LAUSD mandated Architectural & Structural Engineering plans created by Breen Engineering Inc. - Funding needed for fence purchase/installation.
- **Short-Term Temporary Heating System Repair (Primarily LAUSD Funded)** – Project design and execution completed by LAUSD. Phase 1 completed over Thanksgiving Break. Phase 2 completed over Winter Break. Cleanup and removal of fencing expected in Feb 2019. Funding provided by LAUSD - Any cost to PCHS still TBD.
- **Long-Term Temporary Heating System Repair (Primarily LAUSD Funded)** – Project re-design believed to be completed by LAUSD. Phase 1 was anticipated to be done over Thanksgiving through Winter Breaks, but has been postponed until Spring 2019. Supposedly will be voted on at the March 2019 LAUSD Board Meeting. Funding expected to be provided by LAUSD - Any cost to PCHS still TBD.
- **Long-Term Heating System Infrastructure Replacement Project (LAUSD Funded)** – Project design phase still underway. Estimated start date Summer/Fall 2021 and completion Spring/Summer 2022 (anticipated as a 10-12 month project). Many milestones still to be cleared before confidence in project being started at all becomes high. Temporary heating solution still be analyzed and planned by LAUSD.
- **Gym A/C Project (LAUSD Funded)** – Project has been DSA Approved. LAUSD currently preparing bid packages for General Contractor bidding/selection. Latest estimated start date pushed back to "summer" 2019, but further start date delays are possible.



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Facilities/Projects (Continued):

- **Student Restroom Renovation Project (Donor Funded)** – Project planning underway for full interiors execution Summer 2019. Exterior Entrance improvements completed over Winter Break.
- **Garden Gateway Phase 3 (Fully Boosters Funded)** – Project approval obtained from LAUSD. Full-Scope bids received for Construction determined by Boosters to be higher than desired. Boosters reduced project scope to remove the decorative pony brick wall and “Palisades Charter High School” sign and just do the landscaping portion of the project. Re-bid process completed, vendor selection completed (Liliput, Inc.), contract process was started with an expected start date 12/17/2018. However, vendor (Liliput) backed out in Mid-December. Secondary bidder re-engaged and job-walk meeting conducted. Boosters & PCHS awaiting their revised bid.

MGAC/Pool:

- Pool Winter Hours in effect
- Regular PCHS and Club Teams Activities Continuing
- Competition Scoreboard Repaired/Updated
- Lifeguard Training/Testing Ongoing
- Frequency of miscellaneous repairs at Pool starting to climb as Pool Equipment ages
- PCHS should continue accruing/saving for major repairs in the 3-5 year timeframe as major pool components start to reach their useful life of 8-10 years.
 1. Replace Lochinvar High Efficiency Heaters (2) that serve all pools (~\$40-\$50k)
 2. Re-Plaster All Pools (~\$160-\$200k)
 3. Replacement Competition Pool Pump (~\$25-\$35k)